

5th Annual Trade Mill & Native Heritage Days

September 21 & 22 2024

Dear Prospective Vendor

It is our pleasure to invite you to join us at the 5th Annual Trade Mill & Native Heritage Days, Saturday September 21 and Sunday the 22, 2024. This is a family-friendly event which will feature Native American traditional dances and exhibitions, primitive skills and demonstrations, hit and miss engines, food, live musical entertainment, handmade arts / crafts display's, working grist mill, museum, petting zoo, and kid's zone. This festival will be strictly for handcrafted items only. We are looking for food vendors and crafters who have an interest in displaying their art/ handcrafted items.

If you are interested in joining us please carefully review the enclosed Rules and Regulations and complete the Vendor Application Form and return to us with no less than 3 photos of your food truck, your food setup or your art/craft setup. Photos will remain on file and will not be returned. We are working on a first come first serve basis, so if interested please have this form and the appropriate vendor fees returned to us no later than August 15th 2024. There will be no returns after September 1st 2024.

Vender fees are;

\$250.00 for food vendors

\$60.00 for 10'x10' space

\$100.00 for 10'x15' space

\$120.00 for 10'x20' space

Due to the number of requests, if you do not Pre-Pay by August 15th 2024, we cannot guarantee you a spot and you **can not pay at the gate you will be turned away.**

Questions regarding our event may be forwarded to tradetnmill@gmail.com or by calling 423-895- 5715. We look forward to hearing from you soon!

Sincerely,

Trade Community Center

Trade Mill Native Heritage Days Arts/Crafts Vendors

Rules and Regulations

1. Any member not abiding by the Trade Mill & Native Heritage Days rules and regulations may be asked to leave the event and will forfeit his or her booth space, and fees.
2. The event will be held rain or shine. Festival hours are 9am to 6pm on Saturday and 9am to 5pm on Sunday. Setup dates and times are Friday 12pm – 6pm and Saturday 7am – 8:30 am. There will be no early closing of booths either day. No refunds will be given for any reason.
3. Each Booth is 10' wide by 10' deep, A corner space is defined by a 10' x 10' space that has a customer walk-up access to the front and one side for display and sale of merchandise. It is important that these boundaries be observed when placing your tents to respect your neighbor's rental spaces as well, and to ensure that safe and effective emergency and garbage service vehicles can pass through safely. All exhibitors must provide their own tents, shelving, tables, and chairs. All displays and supplies must stay within the 10' x 10' booth area. No boxes, storage containers and displays are allowed behind, beside or in front of your booth space at any time. Strict adherence to these rules will be enforced.
4. Vendors may show and sell only items handcrafted by themselves and approved for sale at this show by the Art/Crafts committee. This is a family event, use discretion and cover inappropriate items from children. Vendors may not show or sale kit- made items, manufactured items or items made by others, items bought or consigned for resale, or flea market items of any kind. If these types of items are found offered in your booth you will be asked to remove the items. Vendors are expected to keep their areas clean and free of trash. Their area must be free of litter before leaving.
5. Reasonable security will be provided, but the Trade Community Center, nor their representatives will be responsible or liable for any loss, damage, or injury.
6. Children aged ten and under must be accompanied by an adult. All vendors must staff their own booths. The event coordinators cannot staff booths for restroom and/or food breaks.
7. It is the Arts/Crafts committee's right to deny any participant, even if they participated in past years.

8. You will be placed in a booth space at the committee's discretion; however, every effort will be made to accommodate any special needs.

9. The use or possession of Drugs and or Alcohol is not allowed on any grounds of Trade and or used for the Trade Days event to include parking and camping areas of Trade. If found using and or possession of Drugs and or Alcohol, you will be asked to pack up and leave and be banned from future events.

10. All vendors are responsible for the collection and reporting of the Tennessee sales tax.

11. There will be a \$25.00 returned check fee for all returned checks.

12. Arm bands will be provided when you arrive, if you do not have it on and leave the event you will be charged an admission fee.

Sign and date to verify the reading and understanding of rules and regulations.

(Signature)

(Date)

2024 Trade Mill & Native Heritage Days
September 21 and 22 2024
Food Vendor Application

* Please make sure that you provide all information legibly. An incomplete or illegible form may delay the review of your application. *

Business "Vendor" Name: _____

Contact Person(s): _____

Mailing Address: _____
Street or PO Box City State Zip

Phone – Best: _____ Alternate: _____

E-Mail- Best: _____

Other (if applicable): _____

TN State/Use Tax ID#: _____

Do you use a trailer for your concessions? Yes: ____ No: ____

If yes, please give the size of your trailer & provide photo of trailer: _____ Please list any special set up needs: _____

Electrical Service

The festival furnishes one 120 volt, 20 amp circuit for each food vendor.

You are responsible for supplying your own electrical power cord of sufficient length and amperage.

You are responsible for the cord needed to convert receptacle from a 4-wire to a 3-wire if needed.

Must comply with Johnson County Food health inspection on Saturday morning.

Please do not forget your \$250 Food Vendor Fee with application.

Make checks/money orders payable to: Trade Mill Inc.

Mail to: Trade Community Center – 205 Reece Rd. - Trade, TN 37691

Release & Indemnification Agreement – Required by All Vendors to Participate

For good value and consideration, including participation in the Trade Mill & Native Heritage Days (hereafter known as the Event), the undersigned applicant and all successors, heirs, assigns, executors, administrators, legal representatives, employees, agents and affiliates (and if a corporation, all its officers, directors and shareholders) collectively herein known as the "Applicant", forever release and discharge the Event from all claims, demands, losses, costs, expenses, suits, damages, obligations, liabilities, causes of action and judgments whatsoever, in law or in equity, which any of the foregoing, any or all of the Applicants ever had, now or which they hereinafter can, shall or may have for, upon or by reason of any matter, cause or thing whatsoever arising out of the Event. The Applicant agrees to and does hereby assume any and all risks of personal injury to the Applicant, including death and damages to Applicant property, caused or by arising out of Applicant's involvement in the Event. The Applicant hereby agrees to defend, indemnify, and hold the Event harmless from and against any claim, demand, suit, loss, causes of action, liabilities, obligations, costs, expenses, and judgments (including without limitation, death and damages to property) as a result of the Applicant's involvement in the Event. By my signature below, I commit to participate in the Annual Trade Mill & Native Heritage Days. I further acknowledge & certify that I have correctly filled out the vendor application and read ALL the event's rules & regulations & hereby agree to abide by them.

Applicant

Date

* Please make sure that you provide all information legibly. An incomplete or illegible form may delay the review of your application. *

Vendor Name: _____

Requested Menu Items

Please indicate the items you wish to sell at the festival, and include a price list for all requested items. Please note that we reserve the right to limit food and beverage items that you may sell. The festival will notify vendors of approved menu items by date. Prices of all items must be displayed prominently at your festival booth.

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| _____ Soft Drinks | _____ Hot Dogs |
| _____ Bottled Water | _____ Corn Dogs |
| _____ Iced Tea | _____ Hamburgers |
| _____ Coffee | _____ Pizza |
| _____ Frozen Drinks | _____ Gyros |
| | _____ Barbeque |
| _____ Snow Cones | _____ Beef or Chicken on a Stick (please circle) |
| _____ Other (please list): _____ | _____ Sausage |
| _____ Ice Cream or Gelato (please circle) | _____ Chinese (please list) _____ |
| _____ Pastries, Pies, Cakes, Cookies (please circle) | _____ Pinto Beans and Cornbread |
| _____ Funnel Cakes | _____ Fried Chicken |
| _____ Cheesecake on a Stick | _____ Fried Pickles |
| _____ Popcorn | _____ Mexican (please list): _____ |
| _____ Kettle Corn | _____ Philly Cheese Steak |
| __NO__ Cotton Candy, will be sold by Trade Community Center | _____ Greek (please list): _____ |
| _____ Candied or Caramel Apples (please circle) | _____ Bloomin' Onions |
| _____ Fudge | _____ Nachos |
| _____ Nuts | _____ French Fries, Curly Fries, Ribbon Fries (please circle) |
| _____ Other (please list): _____ | _____ Other (please list): _____ |

“Please read the Rules and Regulation sheet before applying”

Please be sure to include the following:

- Application
- No less than 3 color photographs
- Certificate of Insurance
- TN Sales & Use Tax Registration
- Completed form of food items (and prices) you are requesting to sell
- Application check/money order. Amount enclosed = \$ _____

Make checks and money orders Payable to:

Trade Mill Inc.

Return this Application, Rules and Regulations signed and dated with check or money order.

To below address:

Trade Community Center

205 Reece Rd.

Trade, TN 37691

Must pay by August 15, 2024

You cannot pay at the gate you will be turned away.